

Minutes  
Administrative Council - College of Education and Behavioral Sciences  
Thursday, September 21, 2006 – 9:30 a.m.  
Dean's Conference Room, Tate Page Hall

Present: Evans, Poe, Daniel, Haggbloom, Lich, Mason (for Hughey), Metze, Mikovch, Powell, Powers.

Concerns were expressed relative to visitor parking on campus.

Minutes from the Council of Academic Deans were distributed for information.

Discussion was held on efficiency and enrollment growth, and how these relate to institutional priorities. We need to be thinking about what we can do to promote and enhance enrollment growth. LTC Powell suggested that his recruiters could speak to students about Western in general during their recruiting trips. Dr. Evans noted that he hopes to order a pre-printed blind that can be taken to recruiting/admissions functions. Department heads were asked to submit information listing departmental recruitment activities. Dr. Evans also hopes to host events for counselors in various areas of the state. Holding a mini-recruiting fair for undeclared students in the college also was suggested.

Equipment requests were discussed, and Dr. Metze was asked to create a third category entitled "virtual classroom" requests. Considerable discussion followed, particularly relative to students enrolling in web-based classes. Dr. Evans urged everyone to be thinking about this issue, as he will be asked to present the information to the Provost in the near future.

Dr. Evans encouraged department heads to be thinking about what they are doing in relation to the three goals of the QEP. Dr. Poe spoke further and reminded everyone to identify the assessment goals for this year, as the loop is being closed on the 05-06 plan.

Everyone was asked to review the bulleted items concerning institutional priorities.

Master scheduling was discussed briefly. Questions were raised regarding whether additional undergraduate students would be pulled in if we added Friday evening and Saturday classes.

Dr. Cobane will be making a presentation on the Honors Program to all undergraduate advisors, and 100% attendance of advisors is encouraged.

Information was distributed and discussed concerning sustainability. Each college has been asked to develop their own plan.

Dr. Poe spoke briefly on the undergraduate advising proposal.

Brief discussion was held regarding the move to change the "undeclared" designation to "exploratory" and concerns with that change as far as reporting information to CPE.

Winter term was discussed briefly. If department heads choose to teach a class, the money will come to the unit rather than to the department head.

The issue of reducing library subscriptions is on hold; Dr. Evans expressed his opposition to the proposal.

The DELO surplus funds received by the college will be divided equally, with half going to the Dean's Office and half to the departments. Dr. Evans doesn't know yet whether the money can be carried forward and/or part of the Dean's Office funds held in reserve for the new building.

Dr. Poe plans to meet with Beth Laves in the near future to discuss ideas related to boosting summer enrollment, particularly graduate courses for teachers.

Dr. Evans announced that there will now be only one Ogden student recipient at the University level. Students with the highest GPA will be required to submit an application and essay. Each college has been asked to submit the name of a representative to serve on the selection committee, more appropriately from an undergraduate department.

The imbalance of study abroad students was discussed briefly. A study committee will be formed to address that issue; Ms. Mikovch spoke further on it.

Meetings have been held relative to the doctoral program, and it appears the university will move forward with an independent program. There are several challenges to be addressed, but Dr. Layzell indicated his support if we follow the guidelines to be established.

KCTCS has expressed interest in working with Western on transfers to Western's doctoral program without losing ground in their programs.

A name has been submitted for the Honorary Doctorate, but it cannot be released at this time.

Fliers were distributed regarding Posters at the Capitol.

Grade summary reports were distributed. Dr. Evans expressed his concern relative to graduate students taking classes but who have not yet been admitted to a program. He cautioned department heads to ensure students meet both the graduate and undergraduate education standards.

The next Council meeting will be on October 5.

The procedure for meetings of the Council of Academic Deans has changed, and deans will be meeting with the Provost separately prior to the entire CAD. If department heads have concerns, they should let Dr. Evans know so he can bring them up at the meetings.

As there was no further business, the meeting was adjourned.

Cathie Bryant, Secretary